

Diversity and Equal Opportunity Board Meeting Minutes**Date: Tuesday, May 1, 2007****Time: 9:00 am- 11:00 am****Location: Jack Boyd Committee Room**

Board Members/Alternates Present: Steve Zornetzer, Jack Boyd, Barbara Miller, Laura Iraci, Lewis Braxton, Paul Agnew, Mike Dudley, Eric Kristich, Linda Franklin, Joan McCullough, Laura Doty, Kevin Jones, Gail James, Laura Shawnee, William Van Dalsem, Paul Davis

Others Present: Darlene Gross, Pepsi Phounrath, Deborah Strine, Chuck Duff, Naz Haghbin, Jeff Berlin

Welcome/Approval of Minutes - Steve Zornetzer

Zornetzer began the meeting at approximately 9:05 am. Zornetzer called for the approval of the minutes from the March 22, 2007 meeting.

Data Presentation – Barbara Miller

Barbara filled in for Adriana and presented demographic data for NASA FEI fellowship. Data covered GS 15s and SES. Group discussion determined chart information appears inaccurate and should be reconstructed to ensure accuracy on all NASA fellowships and career development programs. Linda Franklin provided information on OPM sponsored career development programs and data on civil servant demographics. Barbara presented the histogram comparison of information from SLAC and Lawrence Livermore Labs. Demographic data appear similar to Ames and in some areas Ames is better.

Action: ODEO will continue to assist Legal Counsel with the compilation of demographic information on NASA fellowships and career development programs.

Action: Legal Counsel will prepare charts for next meeting.

Diversity Pilot presentation with Code R – Barbara Miller, Chuck Duff, Eric Kristich

Overall, the pilot was well received by participants and there was an informative discussion about diversity and the “game” content with pilot participants. Participants provided an excellent critique regarding their perception about inclusion in the work environment, participation in diversity activities on Center, the negative connotation of the word “diversity,” and the structure of the presentation. Comments were captured at the Code R presentation for future review and consideration for presentation restructuring. Diversity pilot presentations will be held with Code H, C, and T prior to next DEOB.

Action: Complete pilot diversity presentations with Code H, C, and T

MD-715 Subcommittee Task Report on EO indicators for the EPCS from the Accountability team – Darlene Gross

Membership agreed EO performance indicators should be in the managers EPCS plans. There was a consensus that it would be a sub-element for management and become part of the existing indicators.

Lewis Braxton expressed concern about how the presence of the EO indicators could possibly impact a manager’s ability to receive a distinguished rating if the manager was unable to meet the EO performance indicators. The board asked for more generic examples of activities or tasks to meet the different levels of performance indicators. This sub-element will roll out across the Center in FY08. A new sub-committee will work with HR to develop the language for different levels, and specific indicators. The committee of volunteers are Laura Doty, Gail James, Chuck Duff, Michael Dudley and Lloyd Burroughs.

Action: Complete identification of tasks/activities and specific EO performance indicators for EPCS

MD-715 Subcommittee Task Report on Hispanic, Disability, and women issues from the Policy/Procedures/Practices team – Eric Kristich, Paul Davis, Joan McCullough,

Joan McCullough reported on the issues that surfaced as a result of the disability review and the team continues to work through the questionnaire and responses. Paul Davis reported on the issues that surfaced as a result of the review on concerns women have at the Center. He will be working with the Women's Advisory Group to determine how to go about measuring Women's advancement at the Center. Eric Kristich and Jolen Flores requested information from the Hispanic advisory group membership and have just received the data from HR on Hispanics. Future reports shall follow. The aforementioned information is for the MD-715 report submission to HQ at the end of the FY. Steve Zornetzer set the due date for completion of the committee's tasks by July 2007.

Action: Complete all tasks for final subcommittee report to the DEOB by July's meeting

MD-715 Subcommittee Task Report from the Barrier Identification team – Laura Doty

Laura reported that ADA compliance on Center requires more awareness and accountability. A suggested way to do this might be with posting flyers and discussion in meetings with employees. An example was provided regarding allowing delivery trucks to park in disabled parking for deliveries. They must be informed that this is not permissible on Center. Disability awareness month is October 2007. The advisory group will need money for activities and a speaker. Mike Dudley suggested having a formal Center disability council with the authority to enforce and make sure management has focus Center disability compliance concerns. Steve recommended that a disability council be created at Ames Research Center to address all disability compliance and accessibility issues.

Action: Michael Dudley to write up charter for a formal Disability Council, similar to wants currently in place for Safety.

Report on Federal Executive Institute (FEI) and other career development sources- Linda Franklin

Linda provided data from an OPM website containing information on SES leadership participant demographics. She did not have the data available for handout or charts for membership review, but agreed to send that information out in a separate E-mail.

Action: Legal Counsel's office will chart data for next DEOB meeting

MD-715 Subcommittee Task Report on SES barriers – Laura Doty

Laura reported that with assistance from the training office she will move forward to schedule the SES pipeline workshop for GS-15's during the summer.

Action: Conduct SES pipeline workshop and report out at DEOB as soon as possible.

Monthly Update on the Diversity Implementation Plan- Darlene Gross

Darlene reported that a contractor was selected to develop the Ames assessment survey. The Center will observe Diversity Day on June 14, 2007: 10:30 - 11:30 am – Location- B-201- Main Auditorium, Kick-off with opening speech from Center Director - Pete Worden and "The Evolution of Diversity: Past, Present & Future" - Byron Kunisawa;
12:00 - 1:00 pm - DeFrance Avenue, Diversity Fun Run/Walk, For sign-up information, contact Fay Farrow, 604-0030; 2:00 - 4:00 pm - Location: Building 3 Ballroom
Diversity Seminar - Joyce Hammel & Therese Leone, For sign-up information contact Barbara Miller, 604-0783.

Action: Provide monthly update on Diversity Implementation Plan

Report on Ames Education & Outreach Resources- Angela Diaz

Angela was unavailable to provide report and action is carried over to next DEOB meeting.

Action: Education office will report on Ames education & outreach resources

Adjournment/Next DEOB Meeting Date - Steve Zornetzer

The meeting was adjourned at approximately 11:00am. The next DEOB meeting will take place on **Tuesday, June 19th from 9:30am-11:30am.**

ACTIONS:

- 1) ODEO to add recognition as a regular agenda item to the DEOB meeting.
- 2) Sally Mauldin to continue data gathering from the Federal Executive Institute (FEI) and other career development sources. ODEO will continue to assist Legal Counsel with the compilation of demographic information on NASA fellowships and other OPM SES career development programs. Legal Counsel will prepare charts for next DEOB meeting.
- 3) Diversity game team to complete pilot diversity presentations with Code H, C, and T
- 4) New EPCS review subcommittee to complete identification of tasks/activities and specific EO performance indicators for EPCS
- 5) Policy/Procedures/Practices subcommittee to complete all tasks for final subcommittee report to the DEOB by July's meeting
- 6) Michael Dudley to organize participants and write up charter for a formal Disability Council, similar to wants currently in place for Safety.
- 7) Laura Doty & training office to conduct SES pipeline workshop and report out at DEOB as soon as possible.
- 8) Darlene Gross to present the monthly update to the DEOB on the Diversity Implementation Plan
- 9) Education office will report on Ames education & outreach resources